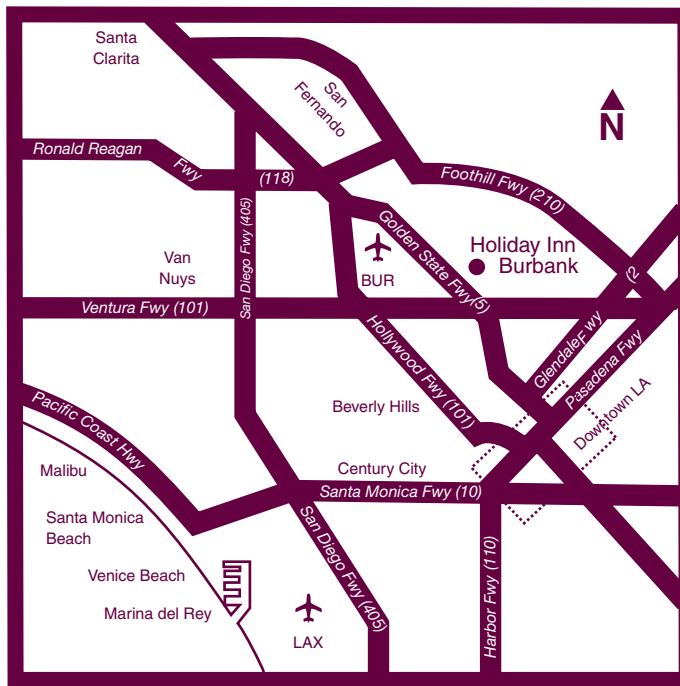


LOCATION

Holiday Inn Burbank Hotel and Conference Center



DIRECTIONS

5 Freeway South (Golden State Freeway) Exit Verdugo Avenue. Turn left on South Front Street. South Front Street becomes East Verdugo Avenue. Turn left onto South 1st Street. Turn right onto East Angeleno Avenue. The hotel is on the right.

5 Freeway North (Golden State Freeway) Exit Olive Avenue East/Burbank. Turn slight right onto East Angeleno Avenue. The hotel is on the right.

The hotel can be accessed using mass transit from the following lines: Metrolink Burbank Station; MTA 92, 96, 154, 183; LADOT 413; and Glendale/Burbank 12. For exact route information dial 800-COMMUTE.

FOR MORE INFORMATION

Check out "Free Seminars" on our website at www.boe.ca.gov or call 818-901-5690.

**INFORMATION BOOTHS SET UP IN
ROOMS 6 AND 8 WILL BE OPEN TO THE
PUBLIC FROM 9:00 A.M. TO 3:00 P.M.**



Please let us know if you have concerns with physical accessibility to the Small Business Fair or if you need any other special assistance.

THE STATE BOARD OF EQUALIZATION

The Honorable John Chiang
Member, 4th District

Invites you to attend the

SAN FERNANDO VALLEY SMALL BUSINESS FAIR

**THURSDAY
OCTOBER 28, 2004**

8:30 a.m. to 3:00 p.m.

**Algunos talleres se darán en español
(Some classes given in Spanish)**

**Free Admission
Parking \$2.00 with Validation**

Holiday Inn Burbank
150 East Angeleno Avenue
Burbank, CA 91502



Board of Equalization (BOE)

Burbank Chamber of Commerce

Cal/OSHA

CHARO—Small Business Administration
Women's Center

Department of Industrial Relations
Employment Development Department
(EDD)

Federal Trade Commission (FTC)

Franchise Tax Board (FTB)

Internal Revenue Service (IRS)

Los Angeles County Assessor

Los Angeles County, Department of
Consumer Affairs

Office of Finance, Los Angeles City
Tax and Permit Division

Small Business Administration (SBA)

Small Business Development Center
(SBDC)

Valley Economic Development Center

Work Source—The Training Institute of
America

SCHEDULE OF PRESENTATIONS

8:30 A.M. – 9:00 A.M.	Welcome and Introductions—Ballroom					
	BALLROOM	BALLROOM SECTION C <i>TALLERES EN ESPAÑOL (WORKSHOPS IN SPANISH)</i>	ADMIRAL HALSEY ROOM 10	TARAWA ROOM 11	BOUGAINVILLE ROOM 12	ADMIRAL KINKAD ROOM 16
9:00 A.M. – 9:50 A.M.	Construction Contractor (BOE)		Financing Your Small Business (SBA)	How to Prepare Sales Tax Returns (BOE)	Recordkeeping (IRS)	State Income Tax and Small Business (FTB)
10:00 A.M. – 10:50 A.M.	Employee or Independent Contractor (EDD, IRS)	Elementos Basicos de un Plan de Negocio (CHARO)	Training Partnerships with Colleges (Work Source)	Sales and Use Tax Exemptions (BOE)	Home-Based Business (IRS)	California Labor Laws and Regulations (Department of Industrial Relations)
11:00 A.M. – 11:50 A.M.		Requisitos de Informe y Depósito (EDD)	How to Start a Small Business (SBDC)	How to Prepare Sales Tax Returns (BOE)	Green Lights and Red Flags—Rules of the Road for Advertising (FTC)	Services Available for Businesses (L.A. County Dept. of Consumer Affairs)
12:00 P.M. – 12:50 P.M.	Reporting and Depositing Requirements (EDD, IRS)	Impuestos Sobre las Ventas y Sobre el Uso—Preparación de Declaraciones (BOE)	Developing Your Business Plan (SBDC)	Sales and Use Tax Exemptions (BOE)	Overview of Cal/OSHA (Cal/OSHA)	Managing Unemployment Insurance Costs (EDD)
1:00 P.M. – 1:50 P.M.		Impuestos Sobre las Ventas y Sobre el Uso—Exenciones y Exclusiones (BOE)	Financing Your Small Business (SBA)	Construction Contractor (BOE)	Business Tax Registration (Office of Finance, L.A. City Tax and Permit Division)	State Income Tax and Small Business (FTB)
2:00 P.M. – 2:50 P.M.	Taxpayers' Rights Advocate—Problem Resolution Process (BOE, EDD, FTB, IRS) BALLROOM					

No break in schedule. Please set aside time for lunch when selecting classes.

PLEASE REMEMBER TO COMPLETE AN EVALUATION FORM AND RETURN IT TO A HOST OR HOSTESS OR PLACE IT IN THE DESIGNATED BOXES ON SITE.